



**Defense Information Systems Agency
Test & Evaluation
Mission Support Service**

**Performance Work Statement
HC1028-11-R-2010**

Department of Defense
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1. INTRODUCTION

This Performance Work Statement (PWS) describes the required results that the Defense Information Systems Agency (DISA) Test & Evaluation (T&E) Mission Support Service (MSS) must provide to the DISA T&E, which includes the DISA T&E Executive Office (TEO) and the DISA Joint Interoperability Test Command (JITC), in order to fulfill their DISA T&E missions.

2. SCOPE

This PWS describes the required results that the DISA T&E MSS must provide to provide DISA T&E in order to fulfill the DISA T&E missions. The contractor will be required to support tasks to perform a wide range of non-personal services to encompass testing, scientific, engineering, logistic, administrative, and ancillary support of the DISA T&E missions. The services will include all support aspects, including the operation and maintenance of the test tools, labs, networks and infrastructure, and administrative support cells. The contractor will be required to have familiarity and knowledge of all aspects of the technical and operational characteristics of selected Command, Control, Communications, Computers, and Intelligence (C4I); Automated Information Systems (AIS); Information Technology/National Security Systems (IT/NSS); tactical, strategic; and other equipment/systems, and joint and combined architectures and standards used by the Department of Defense (DoD) and Government.

3. GENERAL

TEO and JITC are elements of DISA within the DoD. TEO and JITC support the DISA Major Range and Test Facility Base (MRTFB) activities. TEO provides T&E oversight and guidance to DISA acquisition programs to ensure consistent application of sound T&E methodologies and processes. TEO has highly skilled and motivated computer scientists, electrical engineers, operations research analysts, information technology (IT) specialists, and management analysts who establish, review, and enforce T&E strategies, policies, and procedures for DISA acquisition programs. They represent DISA, as well as champion DISA T&E strategies, within the Office of the Secretary of Defense (OSD) T&E community. TEO establishes information sharing processes for DISA T&E professionals.

TEO supports Agile acquisition and rapid fielding of DISA net-centric capabilities. TEO improves DISA T&E processes and assists DISA T&E gain efficiencies by establishing Agile T&E strategies. TEO investigates innovative methodologies and tools to implement to continuously enhance: the posture of DISA T&E infrastructure for DISA customers; the DISA T&E ability to provide consistent data to decision makers; and the speed in which DISA can efficiently deploy capability to the warfighter.

The DISA mandated mission tasks that are TEO's responsibility are to:

- (a) Promote Agile T&E strategies, methodologies, and procedures that support the rapid deployment of DISA capabilities and plan confidence building demonstrations supporting the deployment decision of operationally effective, suitable, secure, and interoperable products.
- (b) Maintain the status of the DISA MRTFB activities and efficiently manage an operationally relevant T&E environment. Enhance operations and effectiveness by implementing advanced T&E tools and methods that improve DISA T&E infrastructure with the goals of reducing customers' footprints and supporting their speed to field T&E capabilities.
- (c) Provide guidance in the implementation of rapid and Agile T&E strategies and methodologies that ensure deployments of operationally effective and suitable warfighting IT capabilities. Support the DISA Campaign Plan by formalizing procedures to provide test, evaluation, and certification services to the DISA development community at large.
- (d) Plan the test events that are necessary to provide the information and confidence that DISA program capabilities are ready for implementation. Ensure events are efficient, risk based, and uniquely defined to the associated risk.
- (e) If requested by a DISA Program Office, TEO can provide liaisons for test management purposes. These liaisons develop or edit test plans, or may provide input to JITC test plans for DISA programs. TEO monitors test scenarios/events/hot washes and may have input into problem reports/reviews generated from testing.
- (f) Manage T&E resources and promote and guide the strategic initiatives in support of the DISA Campaign Plan and the needs of DISA's customers.

JITC manages numerous laboratories, including the premier state of the art Eagle Laboratory and Test Center (ELTC) currently located at Skyline 7, Falls Church, Virginia. Due to the Base Realignment and Closure (BRAC), ELTC and the JITC Enterprise Services Portfolio (JTA) will be relocating to Fort Meade, MD during 2011. The ELTC is an operationally relevant, warfighter-focused environment that supports all of the DISA customers' testing needs from the transport layer up through to the capabilities layer. In support of the MRTFB activities within DISA, JITC provides testing services on a cost reimbursable basis and the T&E facilities may only charge for direct costs. Direct costs include government civilian labor, materials, facilities, contract costs, travel, supplies, and any other resources consumed, used, or maintained during the T&E process.

The JITC laboratories are open-environment and allow customers to take advantage of resource sharing and collaboration with colleagues. JITC developed a cost model that provides resource efficiencies, allowing the support to be pooled into three service levels in an effort to reduce overhead and, in turn, reduce costs to customers. The

three service levels of support are: basic operations support, managed connection and information assurance (IA) management support, and system administration support.

The JITC facilities provide basic operations support, managed network connection (Secret Internet Protocol Router Network and Non-classified Internet Protocol Router) and IA/Security management support, and system administration support services for DISA programs and is responsible to:

- (a) Operate and maintain test infrastructure providing on-demand test suites, operational network connectivity, collaborative environment, multiple security level, and technical support services to ensure program system integration through implementation of seamless integration of software capabilities within required security framework and leveraging operational network infrastructure. At a minimum, JITC provides:
- vendor testing functional testing, integration testing, performance testing regression testing, acceptance or limited user testing, security T&E, and security assessments;
 - system administration support that includes: installation, integration, troubleshooting, and backups;
 - IA/security management support that includes: IA Vulnerability Alert implementation, Vulnerability Management System and inspection, mitigation of findings, System Security Authorization Agreement controls, and accreditation guidance; and
 - Network management and basic operation services that include: network connectivity and administration, Communications Security, physical security, logistics and inventory, warehousing and shipping, maintenance and licensing, installation and fabrication.
 - JITC provides TEO with an evaluation of test results for providing a determination of capability performance within a program's operational environment, with consideration of established interoperability, security, effectiveness, and suitability metrics.
- (b) Support the DISA Campaign Plan, implement virtualization methods and technologies to promote a federated test environment with other DoD test organizations, and ensure effectiveness and efficiency of test environment towards decreasing integration risks, providing virtual interfaces to developers on-demand, and accelerating deployment schedules.
- (c) Ensure Base Realignment and Closure (BRAC) Expansion provides smooth transition of DISA programs, increases on-demand capabilities, supports increases in secure requirements, and supports additional programs.

- (d) Provide T&E Management and Liaison Service to programs to support Test Strategy design and Test Execution Oversight.

JITC is responsible for testing C4I, AIS, IT/NSS technologies and capabilities that pertain to multiple branches of the armed Services and Government. Its roles include Joint Interoperability and Net Readiness test and certification, Operational Test and Evaluation (OT&E), and providing warfighter support. JITC is the interoperability certifier of DoD C4I, AIS, and IT/NSS. JITC is a DoD Operational Test Agency (OTA). In addition to serving as the OTA for DISA, JITC also serves as the OTA for other DoD agencies, such as the Defense Logistics Agency, the Defense Finance and Accounting Service, the National Security Agency, and the Defense Commissary Agency.

JITC conducts life cycle test, evaluation, and interoperability certifications of all DoD C4I, AIS and IT/NSS. JITC sustains an evaluation and quality assurance capability in support of the Chairman of the Joint Chiefs of Staff Instruction (CJCSI) 6212.01E (dated 15 December 2008). JITC provides resources for sustaining Global Information Grid (GIG) Enterprise Service Profile/standards conformance capabilities, for conducting Joint/Combined interoperability tests to verify warfighting data link system updates, and for conducting DoD interoperability support to assess and certify critical operational and emerging DoD communications capabilities.

JITC conducts OT&E to determine the operational effectiveness, suitability, and survivability of DoD joint C4I, AIS, and IT/NSS acquisition programs. JITC provides maintenance of a data management capability, provides integration of design of experiment methodologies, and provides an independent evaluation function to support major GIG enabling acquisition programs.

JITC provides direct interoperability support to Combatant Commands (COCOMs) in theater and provides technical 24-hr/day, 365-day/year Warfighter C4I Hotline support to the COCOMs and Services. JITC supports Joint Interoperability throughout the life cycle of DoD C4I, AIS, and IT/NSS and supports COCOMs to successfully conduct combined operations with Allies and Coalition partners.

JITC conducts DoD-wide Systems of Systems joint interoperability test, certification, operational testing, and analysis to enhance combat effectiveness and support investment decisions in Warfighting, National Intelligence, and Business mission areas. JITC plans, conducts, evaluates, and reports the results of T&E for DoD C4I, AIS, and IT/NSS throughout the entire system life cycle. JITC provides testing and engineering input into every phase of the information systems engineering process. These testing and engineering missions include: DoD and non-DoD information systems; protocols; information exchange standards; certification testing of C4I, AIS, and IT/NSS software; standards conformance and validation testing; OT&E; Developmental Test and Evaluation (DT&E); proof-of-concept and engineering prototype testing; information assurance testing, and general systems engineering and integration support for C4I, and AIS, and IT/NSS systems including Hotline Support.

4. TRANSITION

It is anticipated that some important work will be in progress through the phase-in and phase-out periods of this contract. Interruptions or delays to the work would impact the mission. It is essential that attention be given to minimizing the interruption. Therefore, the contract must provide for maximum cooperation between successor and incumbent while insuring that no work receives inadequate attention during phase-in/phase-out. The contractor shall plan for the transfer of work control delineating the method for processing and assigning tasks during phase-in/phase-out.

4.1 Phase-In

As a successor, the contractor shall ensure a smooth transition with the incumbent contractor during the phase-in period. The contractor shall develop plans for assumption of awarded tasks. The contractor must provide an orderly transition of work acceptance and accomplishment so that impact to program is minimized. The Phase-in process includes, but is not limited to:

- (a) Obtain Government Furnished Property (GFP)
- (b) Obtain access to classified documents (if required)
- (c) Obtain DISANet access
 - a. Non-classified Internet Protocol Router Network (NIPRNet)
 - b. Secret Internet Protocol Router Network (SIPRNet) (if required)
- (d) If required, obtain access to other DoD networks (e.g., Joint Worldwide Intelligence Communications System (JWICS))
- (e) Obtain Common Access Card (CAC)
- (f) Obtain JITC/DISA access badge(s)
- (g) Obtain proper security clearance level
- (h) If required, obtain room/building keys
- (i) Set up voicemail, e-mail, etc.

4.2 Phase-Out

The incumbent contractor shall ensure a smooth transition with the successor during phase-in period, prior to completion of contractual performance. The contractor shall aid the successor in the development of plans, procedures, and methods for assumption of all on-going work. The contractor must provide an orderly transition of work acceptance and accomplishment so that full control by the successor is achieved by the end of the phase-in period. The Phase-out process includes, but is not limited to:

- (a) Turn in GFP

- (b) Turn in and assist with inventorying classified documents
- (c) Notification of withdrawal of DISANet access
- (d) Turn in CAC
- (e) Turn in JITC/DISA access badge(s)
- (f) Turn in room/building keys
- (g) Security Office check-out

5. PERFORMANCE REQUIREMENTS

The contractor shall perform requirements within the areas listed in this PWS. Tasks will identify specific requirements for completion within a specified period of time. The contractor shall initiate no work under a task without approval by the contracting officer.

5.1 Required Results

Under the DISA T&E MSS contract, the contractor will provide DISA T&E, as a minimum, the following required results.

- (a) DISA T&E will have the capability to support testing, including activities such as supporting the:
 - Testing against joint doctrines and objectives to include interoperability
 - Testing for COCOM and other DoD standards of conformance before fielding and operational testing
 - Testing of current and emerging COCOM and DoD standards for alignment with interoperability
 - Net Readiness Testing
 - OT&E
 - DT&E
 - IA Testing
- (b) DISA T&E will have the capability to support programs and organizations at DISA T&E and other locations, including activities such as supporting the:
 - Requirements and test criteria formulation
 - Acquisition lifecycle execution

- Total testing process
 - Test infrastructure engineering, management and test support
 - Evaluation of critical operational issues
 - Joint Mission Analysis, Capabilities & Threads
 - C4I, AIS, and IT/NSS certification and validation activities
 - Interoperability knowledge management and reporting
 - Operational effectiveness and suitability assessment
 - COCOMs in theater as well as technical 24-hr/day, 365-day/year warfighter C4I Hotline support to the COCOMs and Services
- (c) DISA T&E will have the capability to support technology demonstrations and joint experiments, including activities such as supporting the:
- Defining and implementing of interoperability standards
 - Joint exercises with COCOM participation
 - Conducting of Operational Testing data management across the COCOMs and other organizations
- (d) DISA T&E will have the capability to support DISA T&E day-to-day operations, including activities such as supporting the:
- Implementing engineering/modification of DISA T&E testing related environments and systems
 - Establishing new DISA T&E testing capabilities
 - Establishing and sustaining DISA T&E test networks
 - Drafting DISA T&E test policy and conducting operational activities
 - DISA T&E Planning, Programming, Budgeting, and Execution process
 - Planning and program management
 - Procurement activities necessary to complete tasking

- Conducting DISA T&E Systems Engineering and Technical Assessments
- DISA T&E process improvements
- Conducting DISA T&E knowledge management
- DISA T&E Strategic Planning & Communications

5.2 Attributes of the Required Results

Under the DISA T&E MSS contract, the contractor's provision of the required results to DISA T&E will have the following attributes.

- (a) The contractor will comply with a firm Organizational Conflict of Interest (OCI) standard due to the unique and often sensitive nature of the work done at DISA T&E. The contractor will adhere to a stringent application of Federal Acquisition Regulation (FAR) 9.502(c), regarding conflict of interest. The contractor will further strictly adhere to statutory, regulatory, and policy requirements during performance.
- (b) The contractor will provide the required results in an integrated manner to enable DISA T&E mission success. The contractor will be prepared to provide all of the required results in order to prevent significant or critical impact to the DISA T&E overall operations. The contractor will be prepared to provide the required results in a comprehensive manner to support DISA T&E.
- (c) The contractor will provide the required results in a manner that ensures that DISA T&E's normal operations are consistently conducted and tailored in order to optimize support to meet, but preferably exceed, DISA T&E's diverse customer expectations with regard to testing management effectiveness, technical performance, quality of work, timeliness, and cost control. The contractor will provide the required results in a manner that enables quick and flexible responses to fluctuations in workloads caused by, but not limited to, conditions such as: schedule slips and schedule misalignments (which may result in concurrent activities within selected timeframes), changes in test policies, emerging and dynamic requirements, and sudden advances in technologies.
- (d) The contractor will provide the required results in a way that maintains quality regardless of changes in technologies, techniques, processes, priorities, requirements, and the testing environment by continuously maintaining the currency of the qualifications of the contractor's workforce. The contractor will maintain the currency of the qualifications of the contractor's workforce in, but not limited to, the following areas:

- Testing technology, techniques, and procedures to include industry best-practices
- Systems engineering tools and methods
- Enterprise Solutions for tools, concepts & methodologies
- Cloud based computing best practices
- Acquisition logistics processes and methods
- DoD program and technology assessment to include C4I, AIS, and IT/NSS
- Business process management
- Interoperability Certification
- OT&E
- IT Service Management
- IA approaches, including supporting DoD Directive 8570.01-M requirements as applicable
- Network operations readiness standards
- Program and service management
- Statutes, regulations, and policies affecting DISA T&E activities
- Configuration management
- Military Health System Information Technology Systems

5.3 Functions within the Required Results

Under the DISA T&E MSS contract, the contractor will provide the required results by performing tasks in various functions. All tasks will be performed utilizing performance-based results. Each task issued will specify such items as the task performance, timeliness, supportability, and accuracy requirements; and the specified requirements will be measured against the acceptable performance levels and standards identified in Appendix C. The functions will include, but not be limited to, the following.

- (a) Performing test, assessment, evaluation, and interoperability certification of C4I, AIS, IT/NSS, Combat Support (CS), and other systems in support of the DoD Joint Vision 2020 information superiority goals.
- (b) Conducting standards conformance T&E of C4I, AIS, and IT/NSS. Testing, evaluating, and certifying C4I, AIS, and IT/NSS conformance to standards prior to the start of operational testing for programs following traditional acquisition (DoD 5000 Series guidance) milestones. For non-traditional acquisitions (involving procedures not necessarily specifically outlined in DoD 5000 Series guidance), certifying conformance as the system components are developed and before systems are fielded.
- (c) Performing T&E of existing and emerging standards to validate their ability to support interoperability of C4I, AIS, and IT/NSS.
- (d) Conducting interoperability testing, evaluation, and certification of non-traditional acquisitions, such as Advanced Concept Test Demonstrations (ACTDs), Joint Concept Test Demonstrations (JCTDs), prototypes, and pilots.
- (e) Performing professional assignments in the areas of design, development, deployment, testing, or training for Military Health System Information Technology systems, which includes, but is not limited to:
 - (1) Managing the overarching T&E methodology for the DoD Medical Community that encompasses DT&E, IA, OT&E, and interoperability certification test efforts that is a full range of integrated, cost-effective T&E support to all of the medical programs.
 - (2) Compliance with the Health Insurance Portability and Accountability Act (HIPAA) Privacy Rules and Patient Safety and Quality Improvement Act (PSQIA) Patient Safety Rules.
- (f) Providing technical, analytical, T&E, and management support in areas of intelligence and electronic warfare operations, including but not limited to:
 - (1) Providing DT, OT, standards conformance, and interoperability testing support.
 - (2) Providing personnel with Top Secret/Special Compartmented Information (TS/SCI) clearances, when required.
 - (3) Knowledge of DoD intelligence processes such as
 - i. Task, Process, Exploit, Disseminate (TPED); kill chains; etc.
 - ii. Rapid acquisition

- (4) Understanding of the roles and responsibilities of the United States Intelligence Community members, i.e., the Director of National Intelligence, the National Security Agency, the National Reconnaissance Office, the Defense Intelligence Agency.
- (5) Understanding of the Defense Intelligence Information Enterprise.
- (g) Developing evaluation plans, monitoring testing performed by Service components (other DoD agencies), and publishing evaluation reports assessing the interoperability of Air and Missile Defense Systems (A&MDS).
- (h) Conducting standards conformance T&E of A&MDS (e.g., Battle Control Center – USCENTCOM Air Forces, E-2C Hawkeye 2000, F-16 (Block 40/42/50/52) Common Configuration Implementation Program, Situational Awareness Data Link 11 xy, AN/PRC-117F(C)(V) Ultrahigh Frequency Manpack Satellite Terminal, etc. Testing, evaluating, and certifying A&MDS conformance to standards prior to the start of operational testing.
- (i) Supporting C4I, AIS, and IT/NSS acquisitions, modifications, and migrations through full life-cycle T&E support including identification of interoperability requirements, certification of standards conformance/interoperability, and validation of approved/established standards.
- (j) Planning, conducting, analyzing, and evaluating test programs; designing test network configurations; preparing test reports, assessments and evaluations; and providing acquisition recommendations to system proponents.
- (k) Developing enterprise-level test metrics for assessing compliance with Net-Centric Data and Services Strategies and the Defense Information Enterprise Architecture.
- (l) Supporting Net-Centric testing of key programs, such as Net-Centric Enterprise Services (NCES) and Future Command and Control (C2) Capability.
- (m) Assisting in the support to the COCOMs/Services/Agencies, North Atlantic Treaty Organization (NATO), allies, and other Government agencies in the area of defining, standardizing, and testing of interoperability interfaces.
- (n) Establishing conformance test programs, validating standards, working with vendor and Government organizations (e.g., Joint Military Standards Working Group and Center for Standards) in standards development and producing certified product lists, as required.
- (o) Assisting (including, but not limited to, Integrated Test Teams, Combined Test Teams, conferences, telephone conference calls) with specific programs such as

Unmanned Aircraft Systems, Common Data Link, Global Positioning System, Ground Based Mid-Course Defense, Joint Tactical Ground Station Patriot Advanced Capability, Chemical, Biological, Nuclear, and Radiological Programs, United States Pacific Command Area Data Links, Tactical Data Links, Variable Message Format, and United States Message Text Formats, among others.

- (p) Providing demonstration plans, guidebooks, and data collection plans in support of Joint Warrior Interoperability Demonstration (JWID) and the Coalition Warrior Interoperability Demonstration (CWID); collecting data and performing preliminary analyses; providing network support during JWID execution and generating final JWID reports.
- (q) Determining that C4I, AIS, and IT/NSS systems acquired, assigned, or managed by DISA are operationally effective and operationally suitable. These systems must meet the mission needs and operational performance requirements of the warfighter and other Government users.
- (r) Assisting in the preparation of critical operational issues. Developing, defining, and publishing measures of effectiveness, measures of performance, and test scenarios. Directing and approving development methodology for data collection, data reduction, and data analysis in support of OT&E.
- (s) Supporting, planning, directing, coordinating, and controlling OT&Es for numerous DoD agencies, Services, activities, and COCOMs, the Defense Logistics Agency, Defense Finance and Accounting Service, Defense Commissary Agency, and Special Operations Command.
- (t) Assisting with the development of user requirements and testing criteria by directing various test integration working group meetings with system users, Director of Operational Test and Evaluation (DOT&E) staff, Joint Staff (JS), and Program Management Office (PMO) staff.
- (u) Providing test and evaluation services and training products in support of the Navy's legacy, migration, and transition systems to support transition from Automatic Digital Network (AUTODIN) to the Defense Message System (DMS).
- (v) Providing real-time and near-real-time, on-site resolution of joint and combined C4I, AIS, and IT/NSS issues through participation in COCOM exercises and contingencies, hot line call responses, and publication of quarterly Lessons Learned Reports. Coordinating with testing divisions to establish and maintain deployable teams to support these exercises and contingencies.
- (w) Providing automated repository of information and recurring analyses of current state of DoD's interoperability efforts and the resulting impact on the warfighter. Providing quarterly, annual, and ad hoc reports and briefs on the state of DoD interoperability.

- (x) Providing end-to-end functionality assessments of C4 and AIS, and IT/NSS and networks in the operational environment. Identifying and documenting technical, operational, and architectural successes and shortfalls found in the operational environment.
- (y) Coordinating command and external efforts to ensure that Capability Development Documents / Capability Production Documents adequately address Interoperability Key Performance Parameters (KPPs), Net-Ready KPPs, and Information Exchange Requirements (IERs).
- (z) Supporting Business Transformation Agency (BTA) Defense Business Systems Acquisition Executive (DBSAE) transformational initiatives to reduce the cost of T&E, while reducing the T&E impact on the conception to fielding time. This includes DT&E, IA, OT&E, and interoperability certification test efforts on the majority of BTA's programs, as well as overall T&E management and policy support.
- (aa) Providing overall Logistics Systems T&E support with an emphasis on interoperability certification to numerous DoD Services and Agencies to include USTRANSCOM, Defense Logistics Agency, and Defense Finance and Accounting Service. Efforts also include processing legacy system and test exemptions, Interim Certificate To Operate (ICTOs), and formal document reviews.
- (bb) Providing Business Systems T&E support for the DoD Services and numerous Agencies. Support includes Records Management Certification and Federal Financial Management Improvement Act (FFMIA) Compliance Assessments.
- (cc) Performing all support necessary to accomplish the T&E and engineering responsibilities, which includes, but is not limited to:
 - (1) Providing hardware and software system engineering for all test and test support systems used by JITC in support of the COCOM/warfighter during exercises, real world contingencies, and interoperability testing of C4I, AIS, and IT/NSS.
 - (2) Providing JITC integrated tool suite consisting of Commercial Off-The-Shelf (COTS), Government Off-The-Shelf (GOTS), and JITC developed instrumentation such as the Joint Interoperability Modular Evaluation System (JIMES), the Joint Operational Capability Assessment Tool (JOCAT), the Joint Operational Simulation Evaluation Facility (JOSEF), the Theater Air Missile Defense (TAMD) Interoperability Assessment Capability (TIAC), the Automated Test Case Generator (ATC-Gen), and Verification, Validation and Accreditation of Modeling and Simulation

(M&S) tools and suites used in JITC certification events per DoD and DISA directives.

- (3) Planning, configuring, operating, and maintaining test networks, equipment, testbeds, facilities, and laboratories, including COMSEC equipment accounting and maintenance. Designing, developing, overseeing, and performing system engineering for modernization of DISA T&E test systems.
 - (4) Providing internal support for IA, configuration management, marketing, distribution, ancillary, and other services.
 - (5) Developing and managing the DISA T&E stimulation, modeling, and simulation programs in support of interoperability and operational testing of C4I, AIS, and IT/NSS, including tactical and switch testing.
 - (6) Creating and reviewing DISA T&E test plans and test reports for quality, accuracy, and consistency in accordance with the JITC Guide to Plans and Reports.
- (dd) Assisting in providing technical and other support for the Eagle Laboratory and Test Center labs, Global Command and Control System-Joint (GCCS-J), NCES, Future C2 Capability, Global Electromagnetic Spectrum Information System (GEMSIS) systems suites, and ACTD activities.
- (ee) Assisting in providing test management support, including test strategy development, test requirements analysis, test planning, and test oversight, for the National Senior Leadership Decision Support Service (NSLDSS) program.
- (ff) Assisting in providing test management support, including test strategy development, test requirements, and analysis test planning, for the Adaptive Planning and Execution (APEX) program.
- (gg) Assisting in providing support for the development of T&E roadmaps and plans and in providing advisory liaison support to critical DISA, DoD, and Joint Programs, including T&E in the DoD acquisition environment, T&E program management and support, and technical expertise in systems implementation and integration.
- (hh) Performing IA technical support focused on the development, operation, management, and enforcement of security capabilities for systems and networks, which includes, but is not limited to:
- (1) Performing security technical and non-technical vulnerability assessments, security test and evaluation, and IA testing and validation in support of DISA T&E missions.

- (2) Providing technical support concentrating on the protection and defense of information systems by ensuring their availability, integrity, authentication, confidentiality, and non-repudiation. This includes providing for their restoration by incorporating protection, detection, and reaction capabilities.
 - (3) Providing subject matter expertise in the areas of DOD's defense in depth architecture, to include Public Key Infrastructure (PKI), virtual private networks, firewalls, intrusion detection / prevention systems, and/or multilevel security.
 - (4) Providing for DoD 8570.01M certified personnel if a position requires information system privileged access and to perform an IA functional requirement responsibility. The following requirements apply:
 - i. As a condition of privileged access and performing an IA function responsibility, personnel performing these functions must satisfy both preparatory and sustaining DoD IA training and certification requirements outlined in DoD 8570.01-M.
 - ii. Privileged access work will be primarily of a technical nature, but in isolated cases, may be managerial. Employees must meet training and certification requirements commensurate to the IA Workforce category, specialty, and level as designated for the position by the JITC Government Information Assurance Manager (IAM).
- (ii) Supporting DISA T&E Strategic Planning and Communications, which includes, but is not limited to:
- (1) Participating as an exhibitor and attendee during conferences / symposiums / tradeshows, and performing follow-up coordination with new customers as necessary.
 - (2) Assisting the DISA T&E Strategic Planning & Communications Chief in establishing Business Models for DISA T&E programs. This includes providing technical expertise, recommendations regarding high-level test strategies, and consultation pertaining to DISA T&E business processes, agreements, and best practices.
 - (3) Assisting the DISA T&E Strategic Planning & Communications Chief in establishing new federated partnerships within the T&E community to streamline processes and capabilities.
 - (4) Periodically writing articles and whitepapers for professional publications and senior leaders to promote the DISA T&E mission, vision, and unique capabilities.

- (5) Providing Customer Outreach support through timely responses to General Testing Support Requests (GTSRs) and DISA/JITC Routine Hotline calls as required.
- (6) Presenting high-level briefings to DoD/Federal Government/industry regarding the DISA T&E mission, programs, and activities when required.
- (7) Providing coordination support with other DISA or DoD Public Affairs Offices and/or Strategic Partners.
- (8) Conducting research of advanced T&E tools, strategies, and processes when required. This includes whitepapers that discuss Joint T&E toolkits, T&E virtualization, and joint T&E strategies and processes.
- (9) Assisting in the development/update of DISA T&E Business Process Briefings, policies, and instructions as requested.
- (10) Maintaining knowledge and expertise in the use of Adobe Photoshop, Adobe Illustrator, Adobe Flash CS4 Professional, and all Microsoft Office applications.
- (11) Developing corporate identity and promotional items used during tradeshows, symposiums, meetings and conferences, as well as for internal marketing within the DISA T&E laboratories and facilities. This includes the design of all computer graphics and multi-media used to promote command awareness and unique capabilities.
- (12) Assisting in the coordination of DISA T&E exhibit materials transport and actual construction of DISA T&E exhibit materials as required. This may include heavy lifting of materials that exceed 100 lbs per item (e.g. large monitors, podiums, banner stands, pop-up displays etc.).
- (13) Processing and delivering Work Orders to the DISA Visual Information (VI) Office when required.
- (14) Developing / updating the JITC Magazine. Task includes the formatting and editing of magazine content, coordination of magazine content with the JITC Senior Staff as well branch-level personnel, and reproduction of the publication as required.
- (15) Developing / updating the DISA T&E Strategic Plan, DISA Test Resource Master Plan (TRMP), and DISA T&E Capabilities Handbook. Task includes coordination between various DISA T&E organizational elements with respect to content, common strategies, and documented capabilities.

- (jj) Assisting DISA T&E incorporate Agile approaches into test, assessment, evaluation, and interoperability certification of C4I, AIS, IT/NSS, CS, and other systems in traditional and non-traditional acquisitions, and locally developed applications as required, which includes, but is not limited to:
 - (1) Providing subject matter expertise of Agile development and test methodologies to include support organizational frameworks (i.e., Scrum).
 - (2) Assisting DISA T&E to draft and implement guidance to satisfy acceptance testing, standards conformance testing, and joint interoperability test certification (compliance to the NR-KPP) using an Agile development and test approach, to include JITC roles, as applicable to:
 - i. Internal development efforts
 - ii. DISA development and acquisition programs
 - iii. Service and other DoD agency acquisition
 - (3) Developing guidance to assess when an Agile development and test approach is suitable.
 - (4) Assisting with process and policy revisions to resolve conflicts between using Agile processes and the existing processes, guides, instructions, and documentation applicable to the joint interoperability test certification process (i.e., Chairman of the Joint Chiefs of Staff (CJCS), DISA, JITC, and other Service, organization, or agency manuals, instructions, and guides.)
 - (5) Supporting and planning Agile transition to address enhancing current joint interoperability test certification methodology to include an Agile-based test methodology (i.e., to facilitate the organized transition of policies and processes to include test documentation, configuration management, and test bed modernization.)
 - (6) Assisting with the development of knowledge management attributes to measure and track progress of programs implementing an Agile-based test approach.

6. PERSONNEL

The contractor will provide fully qualified and trained personnel to ensure acceptable performance of all tasks assigned within the scope of Sections 4 and 5 of this PWS. The following stipulations will apply:

- (a) The contractor will ensure that sufficient personnel have appropriate security clearances to support the tasks they perform. The DD Form 254 in Section J states the security level of tasks will be up to the TOP SECRET (TS) level with access to Sensitive Compartmented Information (SCI). The contractor workforce will be required to support TS/SCI tasks with personnel that have proper security clearances at Fort Huachuca, Arizona; Indian Head, Maryland; Falls Church, Virginia; Fort Meade, Maryland, and other world-wide locations in support of DISA/DoD missions.
- (b) The contractor personnel must possess and maintain the training required to meet the job qualifications for which they were hired and to allow them to perform the tasks they are assigned. On a case by case basis, the Government may provide one-time training to contractor employees to support mission areas of leading edge emerging technologies that are critical to the success performance of DISA T&E's mission. If the Government agrees to provide the one-time training, it is the contractor's responsibility to pay for equivalent training thereafter.
- (c) The contractor personnel deployed overseas will be used as technical experts in one of the following capacities:
 - (1) Military C4I, AIS, and IT/NSS and defense communications system engineers specifically engaged with the initial testing, repairing, fielding, or training of unique and specialized United States military C4I, AIS, and IT/NSS programs;
 - (2) Military C4I, AIS, and IT/NSS and defense communications system technicians responsible for complicated repairs, complicated re-engineering of equipment and components, or complex trouble shooting of unique and specialized United States military C4I, AIS, and IT/NSS programs.

7. PLACE OF PERFORMANCE

DISA T&E develops, operates, and maintains facilities at Fort Huachuca, Arizona; Indian Head, Maryland; and Falls Church, Virginia. During 2011, the personnel at Falls Church, Virginia will relocate to Fort Meade, Maryland as part of the DISA Base Realignment and Closure move. At all three of these facilities, DISA T&E conducts the full spectrum of activities associated with its missions.

Under the DISA T&E MSS contract, the primary places of performance will be: (1) Fort Huachuca, Arizona; (2) Indian Head, Maryland; and (3) Fort Meade, Maryland.

Based on prior experience, the contractor personnel work hours among those locations are currently estimated to be distributed among those locations in the following approximate percentages: (1) 80% at Fort Huachuca, Arizona (on-site at the

Government facility); (2) 15% at Indian Head, Maryland (both on-site at the Government facility and off-site at the contractor facility); and (3) 5% at Fort Meade, Maryland.

A small amount of contractor personnel work hours will be required at other places of performance (such as Colorado, Florida, Georgia, and Texas). In addition, some of the contractor personnel will be required to travel to both Continental United States (CONUS) and Outside the Continental United States (OCONUS) locations to support exercises, real-world operations (including support in national emergency areas, war zones, peacekeeping zones, etc.), and other activities requiring DISA T&E support.

The pricing for any contractor performance at any location other than Fort Huachuca, Arizona; (2) Indian Head, Maryland; and (3) Fort Meade, Maryland will be priced as if it were at an Indian Head, Maryland off-site contractor facility.

8. TRAVEL

The contractor may be required to travel CONUS/OCONUS in performance of this contract. DISA T&E will specify requirements as necessary to support specific tasks. Further travel guidance can be found in Section H.

9. QUALITY ASSURANCE

The Contracting Officer Representatives/Task Monitors will evaluate contractor performance and may return any unacceptable services or products to the contractor for correction. The Government will record instances of unsatisfactory contractor performance and may request meetings with the contractor managers to identify deficiencies and request resolution (see Section E, Inspection and Acceptance Clauses). In addition, the Government will utilize not only these meetings, but may use monthly meetings between Government and contractor representatives and annual reviews to ensure quality assurance. The Government will monitor performance by utilizing the Quality Assurance Surveillance Plan (QASP) to ensure performance is sustained at an acceptable level throughout the contract period. This QASP may be provided with the task.

10. CONTRACTOR'S QUALITY CONTROL PLAN

The contractor shall be responsible for overall responsiveness, cost control and reporting, adherence to schedule, ability to adapt to schedule changes, responsible and cooperative behavior, data management, technical quality of work, management of contractor team's efforts including the understanding of the DISA T&E mission and commitment to customer satisfaction. The contractor shall maintain, enforce, and document a Quality Control Plan (QCP) to ensure the Government receives the level of quality that is consistent with the requirements specified in the contract/task. To ensure the level of quality performance, the contractor shall develop and implement procedures to identify, prevent, and ensure non-recurrence of unacceptable services. The contractor shall update the plan as changes occur and changes shall be submitted for

review and acceptance by the Contracting Officer. The plan must be applicable to all subcontractor team members (see Section E, Inspection Clauses). The QCP shall contain, at a minimum, the following items:

- 10.1 To demonstrate and validate the services or deliverables to be provided under the contract/tasks are completed with a level of quality that meets the minimum performance thresholds, the following three specific sections should be addressed: Quality Management Approach, Quality Assurance, and Quality Control and Quality Standards.
- 10.2 Quality Management Approach: The overall approach for managing contract quality is described in this section of the QCP. The contractor is to present their overall quality philosophy and describe how their employees are integrated into the quality management process.
- 10.3 Quality Assurance: Quality Assurance activities focus on the processes being used to manage and deliver the services or deliverables. Organizational charts, communication lines, decision making authorities, criteria to be employed when determining if and when to elevate a performance issue are among the areas that should be thoroughly discussed in the QCP.
- 10.4 Quality Control and Quality Standards: Quality control activities should be performed continually throughout contract/task to verify that management, services rendered or deliverables are of high quality. The Service Summary items establish performance thresholds and quality standards. The contractor's performance will be evaluated against the Service Summary criteria before the performance is accepted. The QCP should describe how the contractor will determine when services or deliverables as specified in the Service Summary are complete and correct. The contractor may also discuss and describe area felt to be of particular importance in the successful performance of the contract/task. At a minimum, each Service Summary item should be discussed. Topics to be covered in this section of the QCP include:
 - 10.4.1 Identify each performance area and the level of importance to the overall contract/task.
 - 10.4.2 Identify the specific quality tools or tracing method(s) to be utilized for each performance.
 - 10.4.3 Identify contractor metrics or report area frequencies; and
 - 10.4.4 Identify the methods to be used to identify a performance weakness and describe resolution approaches whether discovered by the contractor's quality control process or identified by the Government.

- 10.5 A description of the inspection system to cover all services. Description shall include specifics as to the areas to be inspected on a scheduled or unscheduled basis, frequency of inspections, and the title and organizational placement of the inspector(s).
- 10.6 A description of the methods to be used for identifying and preventing defects in the quality of service performed.
- 10.7 A description of how the records will be kept. Records must document all inspections and corrective or preventative actions taken.
- 10.7.1 Contractor Inspection Records: Records of inspections shall be kept and made available to the Government throughout the contract/task performance period and for the period after contract/task completion until final settlement of this contract/task.

11. SAFETY

The contractor must comply with industry and Occupational Safety and Health Administration (OSHA) standards and all installation standards in the performance of the contract. When required, the contractor will provide items such as work boots, safety glasses, and other items necessary for safety.

12. GOVERNMENT FURNISHED ITEMS AND SERVICES

DISA T&E will furnish items and services required to perform normal day-to-day business operations for all contractor support personnel at all specified on-site Government facilities. These items and services will consist of the following:

- (a) Office space to include desks, chairs, government personal computers, printers, fax machines, copiers, and routine furniture
- (b) Telephone service (class A) for official use only
- (c) Access to the internet and office automation tools, such as software (e.g., word processing, graphics, spreadsheets, databases, electronic mail, etc.)
- (d) Access to DISA T&E facilities and test equipment necessary for performance, such as libraries, test sites, test laboratories, etc.
- (e) Area security and storage for classified material, as required
- (f) Trash pickup (including replacing trash can liners) and janitorial services
- (g) Hand soap, paper towels, and toilet tissue in restrooms

The contractor will be responsible for ensuring that contractor personnel do not misuse Government furnished items and for ensuring that contractor personnel adhere to DISA T&E's Government employee policies regarding internet, electronic mail, and computer usage.

12.1 Items or Services for Specific Tasks

The contractor may require items or services in addition to those listed above in order to satisfactorily meet the requirements of specific tasks. In such cases, the Contractor must state these additional needs in its Task Execution Plan (see Section H.3 Task Execution Plan Clause). In the event the Government is unable to provide the items or services, the Government may authorize the contractor to acquire suitable items or services on a cost reimbursable basis.

12.2 Government Furnished Property

The Government furnished property listed in Section J will be available, subject to Government procedures, to the contractor for use in performing the contract.

13. CONTRACTOR FURNISHED ITEMS AND SERVICES

DISA T&E and the contractor will address contractor furnished items and services in accordance with the following procedures.

13.1 Items

The contractor may be required to acquire/lease items necessary for task specific performance when DISA T&E is unable to adequately provide them. These items may be required on-site or off-site, on a permanent or temporary basis, and may be in the CONUS or OCONUS. In all cases, the contractor must obtain formal Government approval before incurring costs. The contractor will be reimbursed for any authorized purchases, and these purchases will become Government property upon delivery.

DISA T&E will furnish items and services required to perform normal day-to-day business operations for all contractor support personnel at all specified on-site Government facilities. However, the Government will not provide cell phones, BlackBerrys, or office supplies such as paper, pens, staplers, pencils, etc.

13.2 Services

The contractor must furnish all services necessary to ensure acceptable performance of all tasks assigned within the scope of Section 4 and 5 of this PWS. Additional guidelines describing related policies and procedures are included for information purposes in the documents shown on the attached Applicable Documents List, Appendix D.

APPENDIX A – DEFINITIONS

The following definitions are applicable to this Performance Work Statement.

Agile – A project management methodology which features flexibility and evolutionary approach in providing capability to the warfighter in a timely and cost effective manner.

Combined – Description of any military operation, organization, or system involving elements of two or more allied nations.

Conformance – Adherence of systems to applicable military, Government, and commercial standards and specifications.

Conformance Testing – The process of assessing compliance of a product to the defining specification or standard. Specialized test tools are used to exercise a product to determine if the proper actions and reactions are produced. The test tool is normally the only device the product being evaluated is connected to. Successful completion of a conformance test will enhance the probability of interoperability with other products that have been successfully conformance tested.

Developmental Test and Evaluation (DT&E) – The process of testing concurrent with product development to verify the status of technical progress, verify that design risks are minimized, to substantiate achievement of contract technical performance, and to certify readiness for initial operational testing.

Form 1 – A task requirement issued in JPAS.

Global Information Grid (GIG) – The GIG is the globally interconnected, end-to-end set of capabilities, processes, and resources for collecting, processing, storing, managing, and disseminating on-demand information to the warfighter.

Government Point of Contact – An authorized Government representative responsible for defining the specific products and services required in a given contractor task.

Information Assurance – Measures taken to protect and defend DoD, Federal Agency and/or warfighter information within a system, process, or network (strategic or tactical). This is performed by ensuring the availability, integrity, authentication, confidentiality, and non-repudiation of the information, to included providing for restoration of information systems by incorporating protection, detection, and reaction capabilities.

Interoperability – The ability of systems to provide services to, and accept services from, other systems and to use the services exchanged to enable them to operate effectively together.

Interoperability Testing – The process of assessing the ability of a system to exchange usable electronic information with systems of other services or nations as specified in its requirements documents. Specialized test tools are used to monitor performance of products to determine if the proper actions and reactions are produced. A system is certified as interoperable at the completion of successful interoperability testing.

JITC Hotline – The warfighter hotline provides C4I and NSS technical support from JITC via phone, fax, or e-mail. The hotline provides is operational 24/7/365 at no cost to the customer in resolving technical joint and combined C4I interoperability issues.

Joint – Description of any military operation, organization, or system involving elements of two or more armed services or agencies.

JITC Project and Accounting System - Form 1s and TEPs are entered into this system.

Net-Centric – Referring to activities that cross networks, especially in strengthening compliance with business rules and principles of DoD enterprise architectures

Net Ready-Key Performance Parameters (NR-KPP) - The NR-KPP consists of measurable, testable, or calculable characteristics and/or performance metrics required for the timely, accurate, and complete exchange and use of information. It defines the performance attributes and creates the framework for identifying the information structure necessary to enable the functional capabilities identified in the requirements documents.

The NR-KPP consists of the following five elements:

- Compliance with solution architectures
- Compliance with net-centric data and services strategies
- Compliance with applicable GIG technical guidance
- Compliance with DoD information assurance requirements
- Compliance with supportability requirements, including spectrum use and information bandwidth requirements.

Operational Test and Evaluation (OT&E) – The objective of OT&E is to determine a systems operational effectiveness, suitability, and survivability in its intended environment, under realistic conditions.

Quick Look Report – A preliminary status of testing results provided before the test report is finalized.

System Tracking Program (STP) – An on-line database that tracks a system's progress toward joint interoperability certification. The STP monitors the complete life-cycle of IT and NSS from requirements/capabilities document, to ICTO, through T&E, and culminating with joint interoperability certification status.

Task – A specific work assignment developed by a DISA T&E Government Point of Contact and approved by the Contracting Officer that delineates the services and products required of the contractor.

Task Execution Plan – A plan developed by the contractor for the Government Point of Contact delineating the contractor's approach (including technical and managerial aspects) and required resources (including time, money, personnel, equipment, etc.) for providing the products and services requested in a specific task.

Validation Testing – The process of ensuring: (1) proper requirements coverage by the proposed standards or specifications and (2) correct standards or specifications are available as the basis for developing products. In the context of validation, correct standards would be those demonstrated to be self-consistent, complete and feasible. Validation testing consists of two general phases: static analysis which satisfies item (1) above and dynamic analysis which satisfies item (2) above.

APPENDIX B – LIST OF DISA T&E MSS ACRONYMS

A&MDS – Air & Missile Defense Systems

ACTD – Advanced Concept Technology Demonstration

AIS – Automated Information Systems

AO - Action Officer

APEX - Adaptive Planning and Execution

ATC-Gen – Automated Test Case Generator

AUTODIN – Automatic Digital Network

BRAC - Base Realignment & Closure

BTA – Business Transformation Agency

C2 – Command and Control

C4I - Command, Control, Communications, Computers, and Intelligence

CAC – Common Access Card

CDD – Capability Development Document

CJCS - Chairman of the Joint Chiefs of Staff

CJCSI – Chairman of the Joint Chiefs of Staff Instruction

COCOM – Combatant Command

COMSEC – Communications Security

CONUS – Continental United States

COR - Contracting Officer's Representative

COTS – Commercial off-the-shelf

CPD – Capability Production Document

CS – Combat Support

CWID - Coalition Warrior Interoperability Demonstration

DBSAE – Defense Business Systems Acquisition Executive

DFARS - Defense Federal Acquisition Regulation Supplement

DIACAP- DoD Information Assurance Certification and Accreditation Process

DISA – Defense Information Systems Agency

DISN – Defense Information System Network
DITSCAP - DoD Information Assurance Certification and Accreditation Process
DMS – Defense Message System
DoD – Department of Defense
DoDAF - Department of Defense Architecture Framework
DoDI- Department of Defense Instructions
DOT&E - Director of Operational Test and Evaluation
DT&E – Developmental Test and Evaluation

FAR – Federal Acquisition Regulation
FFMIA – Federal Financial Management Improvement Act

GCCS-J – Global Command and Control System-Joint
GEMSIS - Global Electromagnetic Spectrum Information System
GFP - Government Furnished Property
GIG – Global Information Grid
GOTS – Government off-the-shelf
GTSR – General Testing Support Request

HF- High Frequency
HIPAA – Health Insurance Portability and Accountability Act

IA – Information Assurance
IAM – Information Assurance Manager
ICEP - Interoperability Certification Evaluation Plan
ICP- Interoperability Certification Panel
ICTO – Interim Certificate To Operate
IER – Information Exchange Requirement
IPR - In Progress Review
IT – Information Technology
IT/NSS – Information Technology/National Security Systems

JCTD – Joint Capability Technology Demonstration

JIMES – Joint Interoperability Modular Evaluation System
JITC – Joint Interoperability Test Command
JOCAT – Joint Operational Capability Assessment Tool
JOSEF – Joint Operational Simulation Evaluation Facility
JPAS – JITC Project and Accounting System
JROC - Joint Requirements Oversight Council
JS – Joint Staff
JWICS – Joint Worldwide Intelligence Communications System
JWID – Joint Warrior Interoperability Demonstration

KPP – Key Performance Parameter

LMR-Land Mobile Radio

M&S – Modeling and Simulation
MCEB - Military Communications-Electronics Board
MRTFB – Major Range and Test Facility Base
MSS – Mission Support Service
MSR - Monthly Status Reports

NATO – North Atlantic Treaty Organization
NCES – Net-Centric Enterprise Services
NIPRNet – Non-classified Internet Protocol Router Network
NR-KPP - Net-Ready Key Performance Parameter
NSLDSS - National Senior Leadership Decision Support System

OCI – Organizational Conflict of Interest
OCONUS – Outside the Continental United States
OSD – Office of the Secretary of Defense
OSHA – Occupational Safety and Health Administration
OT&E – Operational Test and Evaluation
OTA – Operational Test Agency

PKI – Public Key Infrastructure
PMO – Program Management Office
PSQIA – Patient Safety and Quality Improvement Act
PWS – Performance Work Statement

QASP – Quality Assurance Surveillance Plan
QCP - Quality Control Plan

RTS- Real Time Services

SATCOM - Satellite Command
SCI – Sensitive Compartmented Information
SIPRNet – Secret Internet Protocol Router Network
SME - Subject Matter Expert
STP - System Tracking Program

T&E – Test and Evaluation
TAMD – Theater Air Missile Defense
TDY- Temporary Duty
TEO – Test and Evaluation Executive Office
TEP – Task Execution Plan
TIAC – TAMD Interoperability Assessment Capability
TM - Task Monitor
TPED – Task, Process, Exploit, Disseminate
TRMP – Test Resource Master Plan
TS – Top Secret

UID - Unique Identifier/Identification
USCENTCOM - United States Central Command
USEUCOM - United States European Command
USNORTHCOM - United States Northern Command
USPACOM - United States Pacific Command
USTRANSCOM – United States Transportation Command

VI – Visual Information
VTC- Video Teleconference

APPENDIX C – ACCEPTABLE PERFORMANCE LEVELS AND STANDARDS

C.1 Measured at Task Level by Task Monitor (TM)

Phase-in / Phase-out – Measured by TM				
Performance Objectives	PWS / Contract Reference Paragraph	Performance Standard	Acceptable Quality Level	Method of Surveillance
Ensure smooth transition with the incumbent during the phase-in period	4.1	Develop plans for the assumption of awarded tasks	Score of acceptable or higher required on scale	100% (TEP review)
Ensure smooth transition with the incumbent during the phase-in period	4.1	Provide an orderly transition of work acceptance and accomplishment so that impact to program is minimized	Score of acceptable or higher required on scale	100% inspection
Ensure smooth transition with the incumbent during the phase-in period	4.1	Obtain Government Furnished Property (GFP), access to classified documents, access to DISANET (to include NIPRNet and SIPRNet if required), access to other networks if required, obtain CACs and DISA T&E access badges for employees, obtain proper security levels, obtain room/building keys	Score of acceptable or higher required on scale	100% inspection
Ensure smooth transition with the successor during the phase-out period, prior to completion of contractual performance	4.2	Aid the successor in the development of plans for the assumption of all on-going work	Score of acceptable or higher required on scale	100% inspection
Ensure smooth transition with the successor during the phase-out period, prior to completion of contractual performance	4.2	Provide orderly transition of work acceptance and accomplishments so full control by the successor is achieved by the end of phase-in	Score of acceptable or higher required on scale	100% inspection
Ensure smooth transition with the successor during	4.2	Score of acceptable or higher required on scale	100% inspection	100% inspection

Phase-in / Phase-out – Measured by TM				
Performance Objectives	PWS / Contract Reference Paragraph	Performance Standard	Acceptable Quality Level	Method of Surveillance
the phase-out period, prior to completion of contractual performance				

Performance Measure #1 – Management Effectiveness – Measured by TM				
Performance Objectives	PWS / Contract Reference Paragraph	Performance Standard	Acceptable Quality Level	Method of Surveillance
Provide Test and Evaluation (T&E) support services by supplying fully trained personnel capable of accomplishing T&E requirements as described by performance based task in a timely manner	H.3 5.1 5.2 5.3	Task Execution Plan (TEP) provided promptly in response to requirement issued on task, with sufficient detail provided for the Government to discern technical approach and containing realistic cost estimates	Score of acceptable or higher required on scale	100% (TEP acceptance with low incidence of returns)
Provide T&E support services by supplying fully trained personnel capable of accomplishing T&E requirements as described by performance based task in a timely manner	5.1 5.2 5.3	Appropriate number of qualified T&E professionals provided for task at the right time	Score of acceptable or higher required on scale	100% inspection
Provide T&E support services by supplying fully trained personnel capable of accomplishing T&E requirements as described by performance based task in a timely manner	5.1 5.2 5.3	Personnel provided for the task have currency in the field of T&E and the subject matter	Score of acceptable or higher required on scale	100% inspection (compliance with requirements in Form 1)
Provide T&E support services	5.1 5.2	Task lead communicates on a regular basis with	Score of acceptable or	100% inspection (compliance with

Performance Measure #1 – Management Effectiveness – Measured by TM				
Performance Objectives	PWS / Contract Reference Paragraph	Performance Standard	Acceptable Quality Level	Method of Surveillance
by supplying fully trained personnel capable of accomplishing T&E requirements as described by performance based task in a timely manner	5.3	task monitor, in a manner which is described in the task (i.e., In Progress Reviews (IPRs), weekly status reports, etc.) Progress, problems, solutions, and costs should be addressed	higher required on scale	requirements in Form 1)
Provide T&E support services by supplying fully trained personnel capable of accomplishing T&E requirements as described by performance based task in a timely manner	5.1 5.2 5.3	Employee turnover managed to have minimal impact on task	Score of acceptable or higher required on scale	Record of non-performance due to staffing issues, weighed by impact
Provide T&E support services by supplying fully trained personnel capable of accomplishing T&E requirements as described by performance based task in a timely manner	5.1 5.2 5.3	Contractor works effectively with team members, to include Government personnel, customers, and other contractors involved with the task	Score of acceptable or higher required on scale	Customer feedback
Provide T&E support services by supplying fully trained personnel capable of accomplishing T&E requirements as described by performance based task in a timely manner	5.1 5.2 5.3	Reporting requirements (i.e., Monthly Status Reports (MSRs), data calls, trip reports, meeting notes, etc.) are fully met	Score of acceptable or higher required on scale	100% inspection (compliance with requirements in Form 1)

Performance Measure #2 – Technical Performance – Measured by TM				
Performance Objectives	PWS / Contract Reference Paragraph	Performance Standard	Acceptable Quality Level	Method of Surveillance
Provide T&E support services by supplying fully trained personnel capable of accomplishing T&E requirements as described by performance based task in a timely manner	5.1 5.2 5.3	Task personnel are competent to carry out the technical aspects of the requirement, and work reflects technical expertise	Score of acceptable or higher required on scale	100% inspection (compliance with requirements in Form 1)
Provide T&E support services by supplying fully trained personnel capable of accomplishing T&E requirements as described by performance based task in a timely manner	5.1 5.2 5.3	Task personnel are adept at technical problem solving, reacting to unexpected technical issues or events without an adverse effect on mission	Score of acceptable or higher required on scale	Random monitoring
Provide T&E support services by supplying fully trained personnel capable of accomplishing T&E requirements as described by performance based task in a timely manner	5.1 5.2 5.3	Appropriate amount of technical progress made in each interval measured by the TM, in accordance with (IAW) the task TEP	Score of acceptable or higher required on scale	100% inspection (compliance with requirements in Form 1)
Provide T&E support services by supplying fully trained personnel capable of accomplishing T&E requirements as described by performance based task in a timely manner	5.1 5.2 5.3	Contractor accurately interprets the technical aspects of the written requirement, obtaining Government clarification or additional guidance as needed	Score of acceptable or higher required on scale	100% inspection (compliance with requirements in Form 1)

Performance Measure #3 – Quality of Work – Measured by TM				
Performance Objectives	PWS / Contract Reference Paragraph	Performance Standard	Acceptable Quality Level	Method of Surveillance
Provide T&E support services by supplying fully trained personnel capable of accomplishing T&E requirements as described by performance based task in a timely manner	5.1 5.2 5.3	Professional product is delivered in an understandable, agreed upon format, error free, on due date	Score of acceptable or higher required on scale	100% inspection (compliance with requirements in Form 1)
Provide T&E support services by supplying fully trained personnel capable of accomplishing T&E requirements as described by performance based task in a timely manner	5.1 5.2 5.3	Product adheres to specifications as described in requirement	Score of acceptable or higher required on scale	100% inspection (compliance with requirements in Form 1)
Provide T&E support services by supplying fully trained personnel capable of accomplishing T&E requirements as described by performance based task in a timely manner	5.1 5.2 5.3	Solicitation of Government comments on format and technical acceptability of draft deliverables was made at appropriate times. Grammar/spelling/punctuation errors were addressed by the contractor prior to submission to Government for comment or final delivery	Score of acceptable or higher required on scale	Customer Feedback (Record of deliverable non-acceptance due to lack of proper coordination with Government)
Provide T&E support services by supplying fully trained personnel capable of accomplishing T&E requirements as described by performance based task in a timely manner	5.1 5.2 5.3	Task personnel properly act upon, and follow up on, any quality issue identified by the Government	Score of acceptable or higher required on scale	Customer Feedback (Record of non-corrected quality issue that was identified by the Government)
Provide T&E support services	5.1 5.2	Final deliverable contains accurate data analysis and	Score of acceptable or	100% inspection (compliance with

Performance Measure #3 – Quality of Work – Measured by TM				
Performance Objectives	PWS / Contract Reference Paragraph	Performance Standard	Acceptable Quality Level	Method of Surveillance
by supplying fully trained personnel capable of accomplishing T&E requirements as described by performance based task in a timely manner	5.3	conclusions	higher required on scale	requirements in Form 1)
Provide T&E support services by supplying fully trained personnel capable of accomplishing T&E requirements as described by performance based task in a timely manner	5.1 5.2 5.3	Additional quality measures as outlined in individual task have been met	Score of acceptable or higher required on scale	100% inspection (compliance with requirements in Form 1)

Performance Measure #4 – Timeliness – Measured by TM				
Performance Objectives	PWS / Contract Reference Paragraph	Performance Standard	Acceptable Quality Level	Method of Surveillance
Provide T&E support services by supplying fully trained personnel capable of accomplishing T&E requirements as described by performance based task in a timely manner	5.1 5.2 5.3	Deliverables were submitted IAW Government schedules and milestones, as published in the requirements	Score of acceptable or higher required on scale	100% inspection (compliance with requirements in Form 1)
Provide T&E support services by supplying fully trained personnel capable of accomplishing T&E requirements as described by	5.1 5.2 5.3	Government is notified of potential technical and/or resource issues (to include test item, test equipment, or software anomalies or failures) on the task in time for jointly determined, corrective	Score of acceptable or higher required on scale	Customer Feedback (Record of non-delivery due to lack of coordination on potential issues)

Performance Measure #4 – Timeliness – Measured by TM				
Performance Objectives	PWS / Contract Reference Paragraph	Performance Standard	Acceptable Quality Level	Method of Surveillance
performance based task in a timely manner		action can be taken		
Provide T&E support services by supplying fully trained personnel capable of accomplishing T&E requirements as described by performance based task in a timely manner	5.1 5.2 5.3	Revisions to priorities or program direction by the Government are accommodated	Score of acceptable or higher required on scale	Customer Feedback (Record of instances of inability to accommodate Government revisions)

Performance Measure #5 – Cost Control – Measured by TM				
Performance Objectives	PWS / Contract Reference Paragraph	Performance Standard	Acceptable Quality Level	Method of Surveillance
Provide T&E support services by supplying fully trained personnel capable of accomplishing T&E requirements as described by performance based task in a timely manner	5.1 5.2 5.3	Projected overruns are identified and justified IAW task requirements and Limitation of Cost clause	Score of acceptable or higher required on scale	100% inspection (compliance with requirements of Form 1) -Not applicable to Firm-Fixed-Price tasks-
Provide T&E support services by supplying fully trained personnel capable of accomplishing T&E requirements as described by performance based task in a timely manner	5.1 5.2 5.3	Cost savings and cost control efforts implemented are identified and effective in providing reasonable costs for the task	Score of acceptable or higher required on scale	Customer Feedback Record of noted cost savings and cost control efforts implemented for task -Not applicable to Firm-Fixed-Price tasks-
Provide T&E support services by supplying fully trained personnel capable of	5.1 5.2 5.3	Projected cost is properly managed to reflect cost realism, and to minimize the amount of funds that must be returned to the	Score of acceptable or higher required on scale	100% inspection -Not applicable to Firm-Fixed-Price tasks-

Performance Measure #5 – Cost Control – Measured by TM				
Performance Objectives	PWS / Contract Reference Paragraph	Performance Standard	Acceptable Quality Level	Method of Surveillance
accomplishing T&E requirements as described by performance based task in a timely manner		DISA T&E customer and the amount that must be requested from the DISA T&E customer		

C.2 Measured at Contract-Level by Contracting Officer’s Representative (COR)

Performance Measure #1 – Management Effectiveness – Measured by COR				
Performance Objectives	PWS / Contract Reference Paragraph	Performance Standard	Acceptable Quality Level	Method of Surveillance
Ensure smooth transition with the incumbent during the phase-in period	4.1 4.2	Phase-in and phase-out activities are effectively carried out at the task level	Score of acceptable or higher required on scale	100% inspection
Provide T&E support services by supplying fully trained personnel capable of accomplishing T&E requirements as described by performance based task in a timely manner	5.1 5.2 5.3	Performance Agile models as described in DISA/DISA T&E campaign plans	Score of acceptable or higher required on scale	Customer feedback
Comply with OSHA and installation standards in the performance of the contract	11	Compliance with OSHA and installation safety standards	Score of acceptable or higher required on scale	Periodic Inspection (Record of non-compliance with OSHA or safety standards)
Comply with Government requirement to adhere to DISA T&E employee policies and do not misuse Government furnished items	12	Government policy on employee practices regarding Internet, e-mail, and computer usage are followed	Score of acceptable or higher required on scale	Periodic Inspection (Record of violations of Government policy on employee practices)

Performance Measure #1 – Management Effectiveness – Measured by COR				
Performance Objectives	PWS / Contract Reference Paragraph	Performance Standard	Acceptable Quality Level	Method of Surveillance
Comply with Government procedures in the use of Government Furnished Property items and services	13.1	Contractor will manage GFP IAW Government policy	Score of acceptable or higher required on scale	Periodic Inspection (Record of non-compliance with Government policy on GFP)
Contractor shall follow contract administrative reporting requirements	H.26	Subcontractors were effectively integrated, and subcontracting goals were met	Score of acceptable or higher required on scale	Periodic Inspection (Annual check against subcontractor goals, customer feedback)
Contractor shall comply with special contract requirements	H.7	Contractor provides support during core hours, 9:00 a.m. through 3:00 p.m., Monday - Friday	Score of acceptable or higher required on scale	Customer Feedback (Record of non-compliance with Government requirement for core hour observance)
Contractor shall comply with the terms and conditions of the contract	Throughout contract	Overall compliance with contractual requirements	Score of acceptable or higher required on scale	Random Monitoring (Record of violations of contract terms and conditions)

Performance Measure #2 – Technical Performance– Measured by COR				
Performance Objectives	PWS / Contract Reference Paragraph	Performance Standard	Acceptable Quality Level	Method of Surveillance
Provide T&E support services by supplying fully trained personnel capable of accomplishing T&E requirements as described by performance based task in a timely manner	5.1 5.2 5.3 13.2 H.22	Contractor is fully qualified to perform DISA T&E, specifically testing in a joint environment, T&E program support, technology demonstration support, and day-to-day T&E support	Score of acceptable or higher required on scale	Customer feedback
Contractor will strictly adhere to	5.2	Strict adherence to statutory, regulatory, and	Score of acceptable or	Periodic Inspection (Record of

Performance Measure #2 – Technical Performance– Measured by COR				
Performance Objectives	PWS / Contract Reference Paragraph	Performance Standard	Acceptable Quality Level	Method of Surveillance
statutory, regulatory, and policy requirements during performance		policy requirements with regards to Organizational Conflicts of Interest (OCIs)	higher required on scale	violations of Government policy on OCIs)
Contractor will provide fully qualified and trained personnel to ensure acceptable performance on tasks	C.6 H.20 H.22	Sufficient numbers of fully qualified personnel with appropriate security clearances are provided to ensure acceptable performance on contract scope of work	Score of acceptable or higher required on scale	Customer feedback

Performance Measure #3 – Quality of Work – Measured by COR				
Performance Objectives	PWS / Contract Reference Paragraph	Performance Standard	Acceptable Quality Level	Method of Surveillance
Provide T&E support services by supplying fully trained personnel capable of accomplishing T&E requirements as described by performance based task in a timely manner	5.1 5.2 5.3	Results and input for DISA T&E operations are provided on time, and in the manner described by the contract	Score of acceptable or higher required on scale	100% inspection (compliance with requirements in contract)
Provide T&E support services by supplying fully trained personnel capable of accomplishing T&E requirements as described by performance based task in a timely manner	5.1 5.2 5.3	Currency of qualifications for workforce is maintained in technical areas identified in the PWS	Score of acceptable or higher required on scale	Customer feedback
Contractor is responsible for quality performance in support of the	9 10	Contractor Quality Control Plan (QCP) is maintained, enforced, and documented	Score of acceptable or higher required on scale	Periodic inspection of QCP and related records

Performance Measure #3 – Quality of Work – Measured by COR				
Performance Objectives	PWS / Contract Reference Paragraph	Performance Standard	Acceptable Quality Level	Method of Surveillance
DISA T&E mission and in commitment to customer satisfaction				
Contractor is responsible for quality performance in support of the DISA T&E mission and in commitment to customer satisfaction	9 10	Procedure in place and used to identify, prevent, and ensure non-recurrence of unacceptable services; procedures are updated as needed	Score of acceptable or higher required on scale	Periodic inspection of plan and related records

Performance Measure #4 – Timeliness – Measured by COR				
Performance Objectives	PWS / Contract Reference Paragraph	Performance Standard	Acceptable Quality Level	Method of Surveillance
Provide T&E support services by supplying fully trained personnel capable of accomplishing T&E requirements as described by performance based task in a timely manner	5.1 5.2 5.3	DISA T&E results effected by fluctuations in workloads, change in policy and sudden advances in technology, as well as changing priorities and the testing environment, are met rapidly, and with flexibility	Score of acceptable or higher required on scale	Customer feedback
Provide T&E support services by supplying fully trained personnel capable of accomplishing T&E requirements as described by performance based task in a timely manner	5.1 5.2 5.3	Schedules and milestones are met, as described at the contract level	Score of acceptable or higher required on scale	100% inspection
Provide T&E support services by supplying fully trained personnel capable of accomplishing	5.1 5.2 5.3	DISA T&E schedules are met	Score of acceptable or higher required on scale	Customer feedback

Performance Measure #4 – Timeliness – Measured by COR				
Performance Objectives	PWS / Contract Reference Paragraph	Performance Standard	Acceptable Quality Level	Method of Surveillance
T&E requirements as described by performance based task in a timely manner				

Performance Measure #5 – Cost Control – Measured by COR				
Performance Objectives	PWS / Contract Reference Paragraph	Performance Standard	Acceptable Quality Level	Method of Surveillance
Contractor shall comply with Contract Clauses	Section I, 52.243-3, 52.216-7	Costs were allowable	Score of acceptable or higher required on scale	Record of disallowed costs -Not applicable for Firm-Fixed-Price tasks-
Contractor purchase of ODCs shall follow Government purchasing procedures	H.18	Other Direct Cost (ODC) purchases are approved by the Government in the manner described in the contract	Score of acceptable or higher required on scale	Record of unapproved ODC packages
Contractor shall comply with Contract Clauses	Section I, TBD	Provisions of “Limitations of Costs” clause fully met	Score of acceptable or higher required on scale	Record of non-compliance with clause -Not applicable for Firm-Fixed-Price tasks-
Contractor shall comply with special contract requirements	H.29	MSR actuals submitted each month, with accurate information	Score of acceptable or higher required on scale	100% inspection (report run after due date with submission percentage)

APPENDIX D – DIRECTIVES AND INSTRUCTIONS

Directives and Instructions for DISA T&E MSS				
Issuing Organization	Type Publication	Number	Title	Date
Chairman of the Joint Chiefs of Staff	Instruction	CJCSI 6212.01E	Interoperability and Supportability of Information Technology National Security Systems	15 December 2008
Chairman of the Joint Chiefs of Staff	Instruction	CJCSI 3170.01G	Joint Capabilities Integration and Development System	1 March 2009
Chairman of the Joint Chiefs of Staff	Instruction	CJCSI 3180.01	Joint Requirements Oversight Council (JROC) Programmatic Processes for Joint Experimentation and Joint Resource Change Recommendations	31 October 2002
Chairman of the Joint Chiefs of Staff	Instruction	CJCSI 3312.01A	Joint Military Intelligence Requirements Certification	23 February 2007
Chairman of the Joint Chiefs of Staff	Instruction	CJCSI 6211.02C	Defense Information System Network (DISN): Policy and Responsibilities	9 July 2008
Chairman of the Joint Chiefs of Staff	Instruction	CJCSI 6215.01C	Policy for Department of Defense (DoD) Voice Networks with Real Time Services (RTS)	9 November 2007
Chairman of the Joint Chiefs of Staff	Instruction	CJCSI 7401.02D	Combatant Commander Command and Control Initiatives Program	31 October 2007
Department of Defense	Instruction	4000.19	Interservice and Intragovernmental Support	9 August 1995
Department of Defense	Instruction	4630.8	Procedures for Interoperability and Supportability of Information Technology (IT) and National Security Systems (NSS)	30 June 2004
Department of Defense	Instruction	5000.2	Operation of the Defense Acquisition System	2 December 2008
Department of Defense	Instruction	5200.40	DoD Information Technology Security Certification and Accreditation Process (DITSCAP)	30 December 1997

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Issuing Organization	Type Publication	Number	Title	Date
Department of Defense	Instruction	8100.3	DoD Voice Networks	16 January 2004
Department of Defense	Instruction	8510.01	DoD Information Assurance Certification and Accreditation Process (DIACAP)	28 November 2007
Joint Interoperability Test Command	Instruction	210-85-01	Documentation of Test and Evaluation Activities	11 June 2008
Department of Defense	Directive	4630.5	Interoperability and Supportability of Information Technology (IT) and National Security Systems (NSS)	5 May 2004
Department of Defense	Directive	3200.11	Major Range and Test Facility Base (MRTFB)	27 December 2007
Department of Defense	Directive	5000.1	The Defense Acquisition System	20 November 2007
Department of Defense	Directive	5100.35	Military Communications-Electronics Board (MCEB)	10 March 1998
Department of Defense	Directive	5101.7	DoD Executive Agent for Information Technology Standards	21 May 2004
Department of Defense	Directive	5105.19	Defense Information Systems Agency (DISA)	25 July 2006
Department of Defense	Directive	5141.2	Director of Operational Test and Evaluation (DOT&E)	25 May 2000
Department of Defense	Directive	5230.25	Withholding of Unclassified Technical Data From Public Disclosure	18 August 1995
Department of Defense	Directive	8320.03	Unique Identification (UID) Standards for a Net-Centric Department of Defense	23 March 2007
Department of Defense	Directive	8320.02	Data Sharing in a Net-Centric Department of Defense	2 December 2004

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Issuing Organization	Type Publication	Number	Title	Date
Department of Defense	Directive	8500.01E	Information Assurance	24 October 2002
Department of Defense	Guidance		The interactive Defense Acquisition Guidebook presents the DAG, the Integrated Defense Acquisition, Technology, and Logistics Life Cycle Management System, and Defense Acquisition Policy	
Department of Defense	Guidance		DOD Architecture Framework Version 2.0, Volume 1: Introduction, Overview, and Concepts - Manager's Guide	28 May 2009
Department of Defense	Guidance		DOD Architecture Framework Version 2.0, Volume 2: Architectural Data and Models - Architect's Guide	28 May 2009
Department of Defense	Guidance		DOD Architecture Framework Version 2.0, Volume 3: DoDAF Meta-model Physical Exchange Specification - Developer's Guide	28 May 2009
Joint Staff	Memorandum		Interoperability Testing Exemption Program	24 November 2006
Joint Requirements Oversight Council	Memorandum	JROCM 010-08	Data and Service Exposure	7 February 2008
Joint Requirements Oversight Council			Approval to Incorporate Data and Service Exposure Criteria into the Interoperability and Certification Process	14 January 2008
Joint Requirements Oversight Council			Data Exposure Tracking Sheet, Version 0.1	7 December 2007
Joint Requirements Oversight Council			Service Exposure Tracking Sheet, Version 0.1	7 December 2007
Joint Requirements			Exposure Verification Tracking Sheet Guide v 1-5,	27 December 2007

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Oversight Council				